

**P07-01 ADDENDUM 1 - EXHIBIT C
RFP Response Evaluation Form**

INCOMPLETE SUBMITTAL

Vendor: Palmer Snyder

If the following items are not provided no further evaluation will be made:

- Proposal, signed
- Addendum and Addendum Exhibits A-C, signed
- Two Hard Copies
- One Electronic (CD) Copy
- References
- "List Delivered" Price List
- "List Delivered & Installed" Price List
- Brief History & Description of Company
- Annual Sales for 2003, 2004 & 2005
- F.E.I.N.
- Dun & Bradstreet Report

Yes	No
X	
	X
	X
	X
X	
	X
	X
X	
	X
	X
	X

- Clarity and Completeness of Proposal (Possible deduction)
 - Excessive Submittal/Extraneous Information
 - Difficult to use Price List

Pricing (32 pts)

- Net Pricing (Relative to other Vendors)
- Price Protection (If greater than 12 months)

Effective Use of Supply Channel (10pts)

- Breadth of Distribution Network

Company Information (17 pts)

- Company Profile/Qualifications
- Financial Stability
- Manufacturing/Workforce Capacity
- Market Position

Value	Score
-10	0.0
-5	0.0
20	0.0
12	0.0
10	0.0
2	0.0
8	0.0
5	0.0
2	0.0

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Customer Service (12 pts)

Service Levels (e.g. Dedicated Inside Rep.)

Toll Free Phone Number

Customer Service Hours of Availability

Warranty (if greater than required 1 year)

Design Ability

Sales/Marketing (20 pts)

General Marketing Strategy (See III. B. (3) of the RFP)

Breadth of Product Line

Quality of product/service

Percentage of product line Greenguard Certified

Order Management (9 pts)

Back Orders

Minimum Order Requirements

Returned Goods Policy

Invoicing Process / Discrepancies

Totals

	4	0.0
	2	0.0
	2	0.0
	2	0.0
	2	0.0
	5	0.0
	5	0.0
	7	0.0
	3	0.0
	1	0.0
	2	0.0
	1	0.0
	5	0.0
	100	0.0